

MEETING TITLE: Standards Committee

DATE: 11-20-02

ATTENDEES: Jackson Williams, Torney Smith, Nancy Reid, Maxine Hayes, Susan Lybarger, Kim Thorburn, Vicki Kirkpatrick, Rick Mockler, Maggie Moran, Randy Phillips, Greg Smith, Christie Spice, Jane Wright, Joan Brewster, Don Sloma, Rita Schmidt, Steve Kutz, Mary Looker

Guests: Barbara Mauer, Marni Mason, Jill Hanks, Kate Lynch

ISSUES	DISCUSSION	DECISIONS	FOR ACTION
Baseline Measurement of the Standards	Barbara Mauer presented further analysis of the data and presented the final documents to the Committee. Marni Mason gave an overview of the Best Practice documents that were collected during the site visits. Over 700 documents were collected They will be available after the first of the year.	Committee approved the final documents and recommended them for distribution.	Reports will be mailed to all participants, with communication tools and a suggested letter that can be sent to Local Boards of Health.
Board of Health	Don Sloma discussed the next steps regarding the State Board of Health involvement with the Standards and their participation in using the Standards. He suggested that in order for them to be applicable to the Board the Standards may need some amendment.		Presentation to the Board about the Standards- Jan. 03 Conversation between the DOH and SBOH.
PHIP Final Recommendations	Four recommendations were discussed and several changes were suggested based on recommendations from the consultants and committee member input.	The four recommendations were approved as amended. (See Attached.)	Final recommendations will be sent to the PHIP Steering Committee.
Communication Tools	Cathy Lynch from the DOH Communications Office presented the communication tools that were developed to be included with the Baseline Measurement Report.		Tools will be sent with reports and will include a power point presentation that could be used to show the results of the report to people outside of Public Health.
Future Work plan for the Standards Committee	Using the PHIP recommendations as a starting point the Committee identified the activities that should be accomplished in the next several years. (See Attached)		Create a preliminary work plan for 2003.

Next Meeting: To be DETERMINED.